



### Finance Trustee (Voluntary)

#### Purpose of the Role

To provide strategic financial leadership, assurance, and challenge to the Board so that TSAT is financially sustainable, compliant, and able to transform life chances for children and young people. The Finance Trustee acts as a non-executive director of the charitable company, setting direction, holding executive leaders to account, and ensuring effective use of public funds. This is a voluntary post.

**Location:** Portsmouth, Kent or Devon

FACTOR	ESSENTIAL	DESIRABLE
Knowledge and Skills	<ul style="list-style-type: none"> <li>Strong understanding of financial management, budgeting, and financial strategy within organisations with ability to interpret complex financial information.</li> <li>Ability to contribute to strategic discussions, offering appropriate levels of scrutiny and challenge.</li> <li>Strong analytical skills with the ability to evaluate options and make sound, evidence-based decisions.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of the education sector and/or the financial requirements of academy trusts.</li> <li>Understanding of charity governance and regulatory requirements for trust boards.</li> <li>Knowledge of risk management, internal controls, and financial compliance frameworks.</li> </ul>
Experience	<ul style="list-style-type: none"> <li>Senior experience of overseeing financial strategy, planning, and reporting at organisational level.</li> <li>Demonstrable experience of governance, assurance, or scrutiny of financial performance.</li> <li>Senior financial leadership experience (e.g., Director of Finance, Financial Controller, Audit Partner, CFO or equivalent).</li> </ul>	<ul style="list-style-type: none"> <li>Previous experience serving as a trustee, governor, or non-executive director.</li> <li>Experience supporting organisations through growth, restructuring, or change programmes.</li> <li>Experience working with audit or risk.</li> </ul>
Behaviours	<ul style="list-style-type: none"> <li>Commitment to the values and vision of Thinking Schools Academy Trust.</li> <li>High standards of integrity, objectivity, and accountability.</li> <li>Willingness to both challenge and support the executive team.</li> <li>Commitment to inclusive practice and high expectations for all children and young people.</li> <li>Reliable, prepared, and able to dedicate the time required for the role.</li> </ul>	<ul style="list-style-type: none"> <li>Ability to bring an innovative or solution-focused approach.</li> </ul>
Qualifications	<ul style="list-style-type: none"> <li>A recognised professional accountancy qualification (e.g., ACA, ACCA, CIMA, CIPFA)</li> </ul>	<ul style="list-style-type: none"> <li>Further qualifications or training in leadership, governance, audit, or risk management.</li> </ul>

#### Key Responsibilities

##### Strategic Financial Leadership

- Contribute to the development and approval of the Trust's long-term financial strategy, annual budgets, and medium-term financial plans.
- Scrutinise financial plans to ensure they align with TSAT's educational strategy, risk appetite, and Reserves Policy.



- Promote value for money and ensure financial decisions reflect whole-trust priorities and long-term sustainability.

#### Financial Oversight & Performance

- Review management accounts, forecasts, and reports, providing constructive challenge and support.
- Monitor financial KPIs to ensure early visibility of emerging risks or opportunities.
- Ensure robust internal controls, delegated authorities, and procurement practices are in place and followed.

#### Audit, Risk & Assurance

- Serve as a member of the Audit and Risk committee working closely with internal and external auditors
- Oversee the integrity of financial reporting, including the Annual Report & Financial Statements.
- Ensure that the Trust's risk management framework identifies, evaluates, and mitigates financial risks effectively.

#### Compliance & Governance

- Ensure compliance with relevant legislation, regulation, and sector guidance (e.g., Companies Act, charity law, academy trust requirements, safeguarding of public funds).
- Uphold high standards of governance, transparency, and ethical conduct, including the management of conflicts of interest.
- Champion strong financial governance across local governance committees and central teams.

#### Stakeholder Collaboration

- Work collaboratively with the Chair, CEO and executive leaders, balancing appropriate support with independent challenge.
- Engage with fellow trustees to ensure financial considerations are integrated into central systems and growth decisions.

#### Time Commitment

- Board meetings: 5 per year - approximately 8-10 hours per month
- Audit and Risk Committee meetings: 3 per year
- Preparation time: reading papers, reviewing management accounts, and following up actions.
- Ad hoc engagement: recruitment panels, strategy days, and training as required.  
(Exact dates to be confirmed annually in the governance calendar.)

#### Term of Appointment

- Term length: Up to 4 years, renewable subject to performance, contribution, and Board approval.
- Status: Voluntary (expenses reimbursed in line with policy).

#### Eligibility & Conduct

- Must meet all legal eligibility criteria for charity trustees and company directors.
- Expected to maintain the highest standards of integrity, confidentiality, and collective decision-making.



- Adhere to the Trust's Code of Conduct, Conflicts of Interest policy, and Safeguarding requirements (including DBS and mandatory training).

Induction, Training & Support

- Comprehensive induction.
- Ongoing CPD opportunities (e.g., sector updates, financial governance training).
- Access to meeting papers in good time, with support from the Governance Team.